

1999

SALARY & BENEFIT

RESOLUTION NO. 3291, AS AMENDED

Effective December 20, 1998

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RESOLUTION NO. 3291, AS AMENDED

A RESOLUTION of the Commission of the Port of Seattle Establishing Positions, Classifications, Salaries, Allowances and Adjustments for Port Salaried Positions, Authorizing and Establishing Conditions in Connection with the Following Benefits. Social Security, Industrial Insurance, Unemployment Compensation, Military Leave; Retirement; Compensated Leave, Including Civic Duty, Bereavement Leave, Holidays, Paid Time Off/Extended Illness Leave, Shared Leave, and Awarded Time, Insurance Benefits, Including Medical, Dental, Life and Long-Term Disability, and Authorizing this Resolution to be Effective on December 20, 1998 and Repealing all Prior Resolutions Dealing with the Same Subject, Including Resolution No. 3261, As Amended.

BE IT RESOLVED by the Port Commission of the Port of Seattle as follows:

I. ESTABLISHING POSITIONS, CLASSIFICATIONS, AND SALARY RATES AND RANGES

There are hereby established the following classifications and graded salary ranges for all salaried positions of the Port of Seattle:

A Exempt/Non-Exempt Classification of Positions: All salaried positions shall be classified according to criteria of the federal Fair Labor Standards Act as either exempt or nonexempt.

B Graded Salary Ranges. All salaried positions shall be classified and graded according to their relative skill requirements, responsibilities, and other factors as explained in Section II. Each salaried position will have a salary range that corresponds to its grade. Grades and salary ranges for 1999 will be as follows.

PORT OF SEATTLE
GRADED SALARY RANGE STRUCTURE
3% Range Adjustment Effective January 1, 1999

<u>Grade</u>	<u>ANNUAL RANGE</u>			<u>MONTHLY RANGE</u>		
	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
45	141,420	176,772	212,124	11,785	14,731	17,677
42	120,600	150,756	180,912	10,050	12,563	15,076
41	114,324	142,908	171,492	9,527	11,909	14,291
40	108,360	135,444	162,528	9,030	11,287	13,544
39	102,648	128,316	153,984	8,554	10,693	12,832
38	97,224	121,524	145,824	8,102	10,127	12,152
37	92,040	115,056	138,072	7,670	9,588	11,506
36	87,144	108,924	130,704	7,262	9,077	10,892
35	82,440	103,044	123,648	6,870	8,587	10,304
34	77,976	97,464	116,952	6,498	8,122	9,746
33	73,704	92,136	110,568	6,142	7,678	9,214
32	69,660	87,072	104,484	5,805	7,256	8,707
31	65,820	82,272	98,724	5,485	6,856	8,227
30	62,136	77,676	93,216	5,178	6,473	7,768
29	58,632	73,296	87,960	4,886	6,108	7,330
28	55,320	69,144	82,968	4,610	5,762	6,914
27	52,140	65,172	78,204	4,345	5,431	6,517
26	49,116	61,392	73,668	4,093	5,116	6,139
25	46,224	57,780	69,336	3,852	4,815	5,778
24	43,488	54,360	65,232	3,624	4,530	5,436
23	40,860	51,072	61,284	3,405	4,256	5,107
22	38,376	47,976	57,576	3,198	3,998	4,798
21	36,000	45,000	54,000	3,000	3,750	4,500
20	34,416	43,020	51,624	2,868	3,585	4,302
19	32,940	41,172	49,404	2,745	3,431	4,117
18	31,512	39,396	47,280	2,626	3,283	3,940
17	30,180	37,728	45,276	2,515	3,144	3,773
16	28,908	36,132	43,356	2,409	3,011	3,613
15	27,672	34,596	41,520	2,306	2,883	3,460
14	26,508	33,132	39,756	2,209	2,761	3,313
13	25,416	31,776	38,136	2,118	2,648	3,178
12	24,360	30,456	36,552	2,030	2,538	3,046
11	23,352	29,184	35,016	1,946	2,432	2,918
10	22,392	27,996	33,600	1,866	2,333	2,800
9	21,480	26,844	32,208	1,790	2,237	2,684
8	20,616	25,776	30,936	1,718	2,148	2,578
7	19,800	24,744	29,688	1,650	2,062	2,474
6	19,008	23,760	28,512	1,584	1,980	2,376
5	18,252	22,812	27,372	1,521	1,901	2,281
4	17,544	21,924	26,304	1,462	1,827	2,192
3	16,872	21,096	25,320	1,406	1,758	2,110
2	16,224	20,280	24,336	1,352	1,690	2,028
1	15,588	19,488	23,388	1,299	1,624	1,949

Section I. (Cont'd.)

C Salary Rates, Ranges, and Allowances for Non-graded Positions: Salary rates, ranges, and a provision for a special allowance have been developed for non-graded positions:

1. Japan Regional Staff Positions.
 - a. Salary Rates No salary ranges are set for Japan regional staff. See Exhibit A for payroll limitation.
 - b. Special Overseas Allowance. In addition to salary, the Executive Director is authorized to provide direct payment or supplement for housing, transportation to and from assignments for employees, their families, and required personal effects, transportation and travel costs for employees and their spouse for annual training and consultation, and other similar costs paid by United States businesses to personnel assigned to overseas posts.
2. Student Helper or International Intern Positions: Salary rates and employment conditions for students or foreign trainees employed under special work study or foreign exchange programs shall be determined by People Programs staff based primarily upon the prevailing rates of pay and other conditions established by the program's sponsors. Such compensation may be disbursed directly for housing subsistence, etc., for administrative convenience.
3. Chief of Police, Fire Chief, Deputy Chief of Police, Assistant Fire Chief: No salary ranges are established for these positions.

D Amending Authorized Positions, Classifications, and Salary Rates and Ranges
Exhibit A or salary rates and/or ranges may be amended by either ordinary motion approved by the Commission at any regular or special meeting or by the Executive Director when the changes are the result of provisions contained in this Resolution.

II. ESTABLISHMENT AND ADMINISTRATION OF POSITION EVALUATION SYSTEM

It is the policy of the Commission to pay Port employees based on prevailing salary levels within appropriate geographic markets. It is also the policy of the Commission to establish a job evaluation system which evaluates the mental, physical and social requirements, work environment and accountability of each position. The position evaluation system shall be administered by People Programs Management under the supervision of the Executive Director. The prevailing salary levels and the results of the position evaluation system shall be considered in determining the appropriate grade for each position. Each position authorized in Exhibit A has been evaluated via the position evaluation system, except those noted in Section I C, and each evaluated position has been assigned a grade related to the salary range structure set forth in Section I B. People Programs staff shall, on an on-going basis, evaluate new positions and reevaluate existing authorized positions, taking into account any change in mental, physical or social requirements, etc., which could result in placement in a different salary grade and range. The Executive Director shall have the final approval authority for all position evaluations and title changes except for that of the Executive Director. This authority shall include re-evaluation of existing positions and establishment and evaluation of new positions if funding for such new positions has been approved through the budgetary process.

III. FILLING VACANT POSITIONS AND TRANSFERRING POSITIONS AND/OR EMPLOYEES

A Authorized Positions The Executive Director is hereby authorized to recruit and fill authorized positions (except that of Executive Director) up to the full-time-equivalent number of positions authorized and to set salaries within the salary grade ranges as outlined below. Total Port salaried positions shall not exceed the total of numbers authorized in the budget, except the

Executive Director is authorized to fill up to 10% additional positions, provided that funding is available in the Commission-approved budget. Also, prior to termination or retirement of employees where overlap is clearly essential for effective continuity, the Executive Director may authorize filling an extra position to provide for a transition period. To promote organizational efficiency, the Executive Director may authorize transfers of positions and/or employees from one work unit to another. The Executive Director may carry out reorganization of functions, work units, and staff assignments. The Executive Director may authorize non-competitive placement in selected circumstances.

B Selection Criteria Selections of appointees for new hires, transfers, or promotion shall to the extent feasible conform to current position evaluation criteria developed in the position specifications for each authorized position, however, in the paramount interest of developing a strong personnel base, People Programs Management shall ensure that consideration be given to equivalent education, experience, special abilities or job knowledge in lieu of that provided in position specifications.

C Setting Salaries. Authorizations for setting salaries of hires and transfers are provided as follows:

- 1 Hires: Though salaries shall normally be set between the minimum and midpoint of the salary range for hires, under special conditions People Programs management may authorize a salary above midpoint of the salary range for appointees or hires possessing special qualifications or exceptional experience.
- 2 Transfers
 - a Promotional Transfers See Section V B
 - b Regional Transfers In the case of transfers to or from distant locations, the employee's salary level may be adjusted in accordance with differing cost-of-living factors and other conditions.
 - c Temporary Interdepartmental Transfers Upon mutual agreement and in coordination with People Programs Staff, managers may authorize interdepartmental transfers of employees for the purposes of cross training, development, and the fulfillment of organization goals. In such instances, the same title and salary range may be maintained during the transfer.

IV. DEFINITIONS OF EMPLOYMENT STATUS

A An Employee is anyone who performs personal services for the Port in a designated eligible or ineligible Port position. No sub-classes are included in this definition, such as employees of temporary agencies or independent contractors.

B An Eligible Employee is a full-time (B.1) or part-time (B.2) employee hired for an indefinite duration and assigned to an "eligible" position. An "eligible" position is one that normally requires five or more calendar months of PERS creditable service in at least two out of every three years. Until a new hire or rehire successfully completes the six-month probationary period, the employee is considered to be a "probationary employee."

- 1 An Eligible Full-Time Employee is one who is regularly scheduled as described above for 75 or 80 hours of work per bi-weekly pay period.
- 2 An Eligible Part-Time Employee is one who is regularly scheduled to work at least 90 hours per calendar month (21 hours per week) indefinitely, but less than full-time as explained above.

C Ineligible Status Applies to Employees as follows (in accordance with laws pertaining to the State retirement system):

DETERMINATION OF WHETHER A POSITION QUALIFIES FOR "INELIGIBLE" STATUS MUST BE MADE WITH PEOPLE PROGRAMS BEFORE A TEMPORARY POSITION MAY BE FILLED. EMPLOYMENT STATUS OF PORT POSITIONS MUST BE IN CONFORMANCE WITH WASHINGTON STATE RETIREMENT LAWS

1. Ineligible Limited: Applies only to those hired in a position scheduled to end within four calendar months of full-time employment or part-time of 70 or more hours per month. Ineligible limited status must end no later than the end of the fourth calendar month.
2. Ineligible Extended or Ineligible On-call: Applies to those hired to work less than 70 hours a calendar month in an on-call assignment or for an extended specified duration, or those hired to work 70 or more hours a calendar month in up to four or less calendar months within each 12-month period. In order to retain ineligible status for an extended period, compensated hours must be less than 70 per month in at least 8 of every 12 calendar months worked.
3. Student Interns
 - a. Domestic Student Interns may be allowed to work full-time for up to 12 months. Students whose internship extends beyond 12 months must have their compensated hours less than 70 per month in at least 8 of every 12 calendar months worked after the first year.
 - b. International Interns are limited to the same hire restrictions as for domestic student interns.
 - c. Ineligible status applies to all interns.
4. Ending of Ineligible Status: Employees must be terminated when or before time limits are reached for ineligible status explained above; except as necessary to address critical and immediate Port needs. See conditions in 5, next.
5. Conversion From Ineligible to Eligible Status. If an employee is hired into an ineligible position but conditions change and the Port later determines the position to be eligible under definitions, PERS membership will be required of the employee beginning from the date the Port determines the position to be eligible. If the Department of Retirement Systems determines that an eligible position should have been considered eligible, then PERS membership will be required of the employee retroactive to the first day of eligibility.

D. The Immigration and Naturalization Control Act requires that no employee whatsoever be hired to work in the United States without the Port verifying proof of that employee's right to work in the United States.

V. **ESTABLISHMENT AND ADMINISTRATION OF SALARIES, ALLOWANCES, AND ADJUSTMENTS**

The Commission hereby authorizes the following types of salary adjustments and allowances:

A. Probationary Salary Increases. Employees who are hired at the minimum of their salary range and who have shown satisfactory work performance during their probationary period (the first six months of continuous employment as a new hire or rehire in an authorized, eligible position), as documented by application of the performance planning and appraisal system, are eligible to receive a probationary increase of 4% to 7% of their salary. The amount of the probationary increase should be reflective of the employee's performance during their

probationary period. If, however, the employee's position is re-evaluated and reclassified during the probationary period, and an initial upgrade adjustment of 7% or more is granted, the employee is not eligible for a probationary increase. In this situation, a secondary upgrade adjustment may be considered within the guidelines established in Section B.2. Any probationary adjustment should be processed within two weeks of the employee's satisfactory completion of their probationary period.

B Upgrade Adjustments

- 1 **Initial Adjustment** Initial adjustments are granted as a result of reclassifying or reevaluating an employee's position. Eligible employees may be granted an increase of up to 10%. Increases may be greater than 10% provided the new salary does not exceed the midpoint of the new salary range. Salary adjustments, if any, should take into account appropriate salary and performance comparisons and the extent to which the incumbent qualifies to perform the higher level duties. People Programs management must approve any recommended increases exceeding these amounts.
- 2 **Secondary Adjustment** Port employees who are promoted to the minimum of a higher salary range may be granted secondary adjustments following the completion of six months in a new eligible position. The amount may be up to 10% of an employee's salary. Secondary adjustments are not automatic and are made at the discretion of the manager based upon the employee's work performance in the new classification as documented through application of the performance planning and appraisal system. Secondary adjustments should be implemented within two weeks of the completion of six months in the new classification.

C Pay for Performance/Special Adjustment Program and Fund Administration The pay for performance program shall be administered under Port Policy HR-21, Salary Administration. The pay for performance/special adjustment fund shall be established in an amount determined by the budget process and administered according to a plan approved by the Executive Director and implemented by People Programs Management, subject to the following provisions:

- 1 People Programs staff shall collect and analyze salary survey data. If survey findings indicate the Port salary ranges or rates are not in proper alignment with appropriate markets, the Executive Director may, based on recommendation from People Programs, adjust salary ranges and/or rates to align them with the appropriate market.
- 2 Salaried employees whose salary ranges are established in Exhibit A shall be eligible for pay for performance increases according to the Pay for Performance program guidelines.
- 3 Pay for performance increases for the Executive Director shall be approved by the President of the Port Commission after consulting with other Commission members. The Executive Director shall be entitled to the use of a dedicated Port vehicle.
- 4 The Executive Director may provide special salary adjustments for reasons such as the following: (1) to alleviate salary compression between a supervisor and subordinate, (2) to reward employees who make a significant non-job-related contribution to the Port, normally a situation in which the Port recognizes significant savings. Special adjustments provide the Executive Director flexibility in ensuring appropriate compensation in circumstances which are not otherwise addressed in Port salary administration policies and procedures.

D Administering Salary Increases or Allowances for Positions Which Fall Outside Ranges Employees whose salaries fall below the adjusted minimum of the salary range for their position shall automatically receive an increase to the minimum of the adjusted salary range. Employees whose salaries are at or above the maximum of their salary range may be eligible for lump sum awards which do not increase base salary.

E Temporary Pay for Temporary Assignments An employee temporarily assigned for a period of at least 30 calendar days to a position with a higher classification may receive a temporary reclassification adjustment to the minimum of the higher salary range, or up to 10% of their base salary. These adjustments will be processed after the 30-calendar day period and will be retroactive to the first day in the temporary assignment. In no case shall the temporary reclassification adjustment result in a salary which exceeds the maximum of the salary range of the higher classification.

F Foreign Language Premium. The Port of Seattle shall provide a foreign language premium in the amount of \$20 per hour for translation services rendered. Payment shall be made to eligible employees who are fluent in foreign language(s) and dialect(s) spoken by those with whom the Port does business. Such payment shall be made in those cases where employees directly assist the Port with translation services and where the employee's normal duties do not require foreign language proficiency.

G Payment for Relocation Costs People Programs Management shall be responsible for procedures which allow payment for relocation costs for exempt employees in regional positions who are assigned to a new location, and new exempt employees who are required to relocate to accept Port employment.

VI. ADMINISTRATION OF PAY PRACTICES

A Conversion of Salary Rates: To convert monthly salaries to annual salaries, multiply the monthly salary by 12. To convert monthly salaries to hourly rates, calculate the annual salary, divide it by 26 (pay periods), and then divide it by the number of hours in the pay period (either 75 or 80).

B Authorized Work Schedules for Full-Time Employees Normal full-time work schedules are made up of either 75 or 80 hour bi-weekly pay periods. Managers are authorized to approve alternative shift arrangements when deemed in the best interests of operating efficiency. Paid time off, extended illness, and bereavement leave, holiday pay, etc., will be determined by the employee's schedule for that specific day.

C Extra Compensation The following terminology shall be used in this section and Section VII C 3, Holidays: "an employee's Saturday" shall indicate the sixth day and "an employee's Sunday" shall indicate the seventh day in a full-time work week, regardless of the actual first and last day of a five consecutive-day work week. This definition applies to overtime determinations only and in no way alters the defined Port payroll week which begins at 12:01 a.m. Sunday and ends at midnight Saturday.

1 **Overtime** Employees in nonexempt classifications shall receive overtime compensation at the rate of one and one-half times the straight-time hourly rate of pay for work performed over and above a full-time regularly scheduled workshift (see C above) or work week, as the case may be. When required to work, overtime shall be paid for all work performed on "an employee's Saturday," "an employee's Sunday," and on a holiday to the extent provided in Section VII C 3, Holidays. In no case shall overtime compensation be duplicated or pyramided. Overtime pay will be based on the rate the employee would have received, including any shift differential, if the need for overtime had not become evident. This will apply to time worked either before or after a regularly scheduled shift.

2 **Shift Differential** All non-exempt employees shall receive a shift differential of 7.5% over their regular salary when required to work Swing Shift and 10% over their regular salary when required to work Graveyard Shift. Swing Shift shall be a full-time work shift which ends between

10:30 p.m. and 2:00 a.m., Graveyard Shift shall be a full-time work shift which ends later than 2:00 a.m.

If management has approved attendance at a meeting or training session conducted during the day shift that is compensable to the employee, the employee's shift differential will be maintained.

VII. ADMINISTRATION OF BENEFIT PROGRAM

A Authorization to Amend Benefit Program The Executive Director is authorized to amend benefits as necessary to comply with any changes in statutory requirements

B Basic Benefits Provided for All Salaried Employees (except as noted) beginning on date of employment:

- 1 Social Security (FICA) Insurance. All salaried employees are covered by law under the Federal Insurance Contribution Act (FICA). Employee and employer contributions and the wage base shall be the amounts designated by law. The Police and Fire Department non-graded, salaried management staff are covered under the Police and Fire Department FICA alternative plans
- 2 Industrial Insurance or Other Duty Disability Benefits. All Port employees except LEOFF, Plan One Firefighters are covered by the Port under its self-insured industrial insurance plan, which provides the same coverage as the State Workers' Compensation Act. Certain other supplemental coverage for duty disability conditions only may be provided to protect the Port from contingent liability (i.e., Longshore and Harbor Workers' Act); to meet requirements of law, and/or to maintain competitive protection levels for certain employees or classification of employees. For example, use of accrued extended illness leave as a supplement to Workers' Compensation is provided as established in Port Policy HR 5, Leaves
- 3 Unemployment Compensation. All Port employees residing in Washington State are covered for unemployment compensation benefits under the Washington State Employment Security Act. Unemployment compensation coverage shall be provided for employees residing in other states to the extent that coverage is available and that Port employees are eligible
- 4 Military Leave. With appropriate military orders, employees called for active training duty in military reserve units shall be allowed up to fifteen working days per Federal fiscal year (October through September) of military leave as provided in and limited by RCW 38.40.060

Compensation during the period of such a leave shall not exceed that which would be required to cover the number of hours regularly scheduled. Time off for weekend drills does not normally constitute military leave, however, time off without pay shall be allowed at the employee's request

C Benefits Provided Eligible Employees:

- 1 Retirement. Employees will become members of the Washington Public Employees' Retirement System (PERS) from date of employment if they are hired in an eligible position and are eligible for membership as defined in RCW 41.40. Fire fighter and Police management personnel, if eligible under RCW 41.26, become members of the Washington Law Enforcement Officers' and Fire Fighters' Retirement System (LEOFF). In either system, employees who became members prior to October 1, 1977 are covered by "Plan One" and employees who became members on or after October 1,

1977 are covered by "Plan Two" Refer to appropriate retirement membership handbooks for differences between Plan One and Plan Two.

Eligible employees hired in otherwise eligible positions under RCW 41 40, who are excluded from membership in PERS because of non-citizen, nonresident status, may be provided from date of employment with an individual pension or annuity arrangement which will provide benefits similar to those provided under PERS, Plan Two The Port Auditor is authorized to execute any and all documents and to take any and all action necessary to implement such an arrangement

Partial service credit will be granted to members of PERS 1 and PERS 2 working in eligible positions less than "threshold" hours In PERS 1 this means that employees who work less than 70 hours in one month will receive 1/4 month service credit for that month Under PERS 2, employees who work at least 70 hours in one month, but less than 90 hours. will receive 1/2 month service credit PERS 2 employees will receive 1/4 month service credit if they work less than 70 hours in a month

- 2 Compensated Leave. (See Port Policy HR-5, Leaves, for provisions covering all forms of paid and unpaid leave Any employee seeking or requiring an unpaid leave of more than 30 calendar days must check prospectively with the benefits section regarding continuance of insurance coverages, etc)

a Civic Duty Leave.

- (1) Jury Duty. An Eligible employee who serves on jury duty shall receive full regular compensation less any compensation (excluding mileage and meals paid by the court) received for such service during the period of leave
- (2) Subpoenaed Witness Leave When an eligible employee is subpoenaed as a witness under circumstances which are determined by People Programs Management to constitute Port duty, the same pay conditions listed for jury duty shall apply

- b Extended Illness (EI) Leave Eligible salaried employees shall receive Extended Illness leave accruals as follows:

Eligible employees shall accrue EI leave at the rate of 0.02308 hour per straight-time hour paid The accruals shall commence from the date of employment and shall not exceed the equivalent of 6 workdays per year EI leave accruals may be used only from the third consecutive workday of absence due to illness, injury or disability The first two days will be charged to PTO accounts. The exceptions are for hospitalization, workers compensation, or FMLA-designated leave

EI leave will be used only in instances of employee or immediate family member illness, injury or disability. Immediate family shall be defined as spouse or domestic partner, and the parents or children of the employee, spouse or domestic partner For the purposes of this Resolution, an employee and a domestic partner must be willing to declare that they. 1) share the same regular and permanent residence, 2) have a close personal relationship, 3) are jointly responsible for basic living expenses, 4) are not married to anyone; 5) are each 18 years of age or older, 6) are not related by blood closer than would bar marriage in the State of Washington, 7) were mentally competent to consent to contract when the

domestic partnership began, and 8) are each other's sole life partner and are responsible for each other's common welfare. In special circumstances, Management may include others in this definition. Management may at any time require a physician's statement to justify use of EI leave. A physician's release shall be required prior to the return to work by an employee who has suffered an absence of longer than two weeks due to illness, surgery, or an accident or who has experienced hospitalization of any kind.

- c. Long-Term Sick Leave Account. Employees, other than LEOFF Plan I firefighters, who had sick leave accounts greater than 60 days prior to June 24, 1984, may be eligible to use sick leave in their long-term sick leave account. Withdrawals from that account may be made only in the event of a long-term illness which exhausts that employee's extended illness account, or in the event an immediate family member as defined above suffers a serious illness which requires the employee to be absent four or more days. See Port Policy HR-5, Leaves, for details. Long-term sick leave is not payable at termination
 - d. Bereavement Leave: At the discretion of management and under the supervision of People Programs Management, employees may receive from one to five working days of leave per bereavement. Such leave shall not result in compensation for more than the number of hours in any normal workweek. Employees must have been employed for thirty or more days of uninterrupted service and have suffered the loss by death of a member of their immediate family as defined above. Bereavement leave may also be granted in the case of the death of a sibling, grandparent or grandchild of the employee, spouse or domestic partner; or in the case of the death of a sibling's spouse or domestic partner. In special circumstances, People Programs Management may include others in this definition. Individual circumstances such as the distance to the funeral and the extent of employee involvement with the arrangements for the deceased shall be considered in determining the number of days to be granted an employee and whether the leave is taken consecutively.
3. Holidays: (This section is effective from January 1, 1999 through December 31, 1999) These ten holidays shall be observed according to the conditions outlined herein. When nonexempt employees are required to work on a holiday, overtime pay shall apply within the limits and conditions of this section and those listed in Section VI.C.1., Overtime.

**Normal Date of Observance for
Monday Through Friday Schedule**

Friday, January 1, 1999
Third Monday in January (18)
Third Monday in February (15)
Last Monday in May (31)
Monday, July 5

U S. Staff Holidays

New Year's Day
Martin Luther King, Jr. Day
Washington's Birthday Observed
Memorial Day
Independence Day Holiday

First Monday in September (6)
Fourth Thursday in November (25)
Fourth Friday in November (26)
Friday, December 24
Monday, December 27

Labor Day
Thanksgiving Day
Day after Thanksgiving Day
Christmas Holiday
Port-designated Floater in lieu of
Lincoln's Birthday

Friday, December 31

New Year's Holiday (This "11th"
holiday in 1999 will count as one
of the normal 10 per year for the
year 2000 New Year's Day,
2000, is a Saturday)

Employees working outside of the United States may observe the traditional holidays of the country in which they are working.

a Holidays for Full-Time and Part-Time Employees shall be handled as follows:

(1) Employees on a Monday Through Friday Work Schedule:

When a holiday falls on a Sunday, the following Monday will be considered the holiday. When a holiday falls on Saturday, the preceding Friday will be considered the holiday.

If the holiday (or the alternate day where applicable) cannot be scheduled as a day off for an otherwise eligible employee, overtime compensation shall be paid for the number of hours required to work on such a day in addition to holiday pay at the straight-time rate--not to exceed the normally scheduled paid holiday hours up to a full-time day. In unusual cases, when scheduling of a day off in lieu of a holiday cannot be arranged for an individual employee according to the conditions as stated above, an alternate day off within the immediate pay period may be approved. A voluntary Paid Time Off day may not be taken until the holiday has been taken. Days off in lieu of holidays shall not be carried over into other pay periods.

(2) Part-Time Employees.

Eligible part-time employees may receive compensation for the holidays (as specified in a. above) on a pro rata basis of a full-time schedule, i e., a 22.5-hour employee may receive pay for 60% of the holiday hours provided, or 4.5 hours per holiday. When the number of hours worked varies each week, an average based on the most recent four-week period or a proportionate number of hours based on a predetermined schedule is used to determine the holiday pay.

Ineligible part-time or on-call employees shall, if required to work on a holiday, be paid at the overtime rate of pay in addition to holiday pay, if applicable.

b **Retiring Employees:** A retiring employee immediately eligible for a PERS pension whose normal last day on the payroll is a Port-designated holiday shall receive the holiday pay

c **Ineligible Employees:** Unless clearly scheduled for work for at least 30 calendar days before and the day after a holiday, ineligible employees are not eligible for pay on holidays not worked. Compensation will be on a pro-rata basis up to a full-time schedule

Ineligible full-time employees shall, if required to work on a holiday, be paid at the overtime rate of pay in addition to holiday pay, if applicable

d **Employees on Approved Leaves** Employees on unpaid leave of absence or on disability leave which constitutes inactive status such as but not limited to LEOFF Plan One disability leave, long-term disability leave, and duty-disability leave (workers' compensation), are not eligible for holiday pay. However, to the extent that extended illness supplements are being paid during the holiday week and for a day or more immediately preceding or following the holiday, pro rata holiday pay does apply.

Eligible employees authorized to return to work from an approved leave without pay on the next scheduled work shift after a holiday(s) shall receive pay for the holiday(s) within limits stated in this Resolution

Eligible employees who begin an authorized leave without pay on the next scheduled work shift after a holiday(s) shall receive pay for the holiday(s) within limits stated in this Resolution.

4 **Paid Time Off (PTO).**

a. **Scheduling of PTO.** At any time after the successful completion of the six-month probationary period, eligible employees may request and use PTO of up to the number of days accrued (explained in detail below) at the time of the desired PTO date subject to the approval of management

Normally, requests for approval of PTO schedules shall be made to the manager on a PTO request form one week or more in advance, more notice may be required by a manager whenever necessary. Payment for PTO may be made only to the extent of unused PTO accruals at the time of the leave.

It is the Port's policy that all employees shall be allowed and encouraged to take at least two weeks paid time off each year.

b **Limits on Accumulating PTO.**

(1) **Employees Hired Before 12/20/98:** PTO accumulation shall be limited to 2,000 hours effective January 1, 1999. The limit will decrease by 100 hours each successive January until January, 2014, when it will decrease from 600 to 480 hours.

Balances over the limit will be cashed out at a 100% rate during the first pay period of the payroll year. Accruals over the limit will be cashed out quarterly

(2) Employees Hired On or After 12/20/98: PTO accumulation shall be limited to 480 hours. Accruals will cease when the limit is reached and will resume only when the balance is below 480 hours

c Rates of Accrual: Eligible employees shall receive PTO accruals based upon a pro rata share of a full-time work schedule. PTO is earned as follows

(1) 19.6 Days PTO. Based on the first day of employment from the first full month to and including the thirty-sixth full month of continuous employment, eligible employees shall accrue PTO at the rate of .07538 hours per straight-time hour paid (.07538 x 1950 annual hours = 147.0 hours, .07538 x 2080 annual hours = 156.8 hours)

(2) 24.6 Days PTO From the thirty-seventh full month to and including the eighty-fourth full month of continuous employment, eligible employees shall accrue PTO at the rate of .09462 hours per straight-time hour paid (.09462 x 1950 annual hours = 184.5 hours, .09462 x 2080 annual hours = 196.8 hours)

(3) 27.1 Days PTO From the eighty-fifth full month to and including the one-hundred thirty-second full month of continuous employment, eligible employees shall accrue PTO at the rate of .10423 hours per straight-time hour paid (.10423 x 1950 annual hours = 203.3 hours, .10423 x 2080 annual hours = 216.8 hours).

(4) 29.6 Days PTO: After completion of eleven years of continuous employment starting with the one hundred thirty-third month, eligible employees shall accrue PTO at the rate of .11385 hours per straight-time hour paid (.11385 X 1950 annual hours = 222.0 hours, .11385 X 2080 annual hours = 236.8 hours).

d Cash Out Option. Employees who have taken at least two weeks of PTO in the preceding twelve months may cash out PTO time under procedures detailed in Port Policy HR-5, Leaves.

5. Awarded Time Under limited circumstances, exempt, post-probationary employees may be awarded time off in recognition of extra hours worked to assure shift coverage, meet critical deadlines or to otherwise accomplish Port objectives. The awarding of time is at management's discretion within the guidelines provided in Port Policy HR-5, Leaves. Awarded time is not convertible to cash and may not be taken after the last worked day

6. Shared Leave On a voluntary basis and in accordance with procedures outlined in Port Policy HR-5, Leaves, employees may donate accrued leave to benefit other employees who are suffering from an extraordinary or severe illness, injury, impairment, or physical or mental condition which has caused, or is likely to cause, the employee to take leave without pay or terminate his or her employment. This includes the first six to eight weeks of maternity leave (up until the physician releases the mother to return to work).

Any employee may donate any amount of PTO or EI at a 100% rate, or hour-for-hour

Donated leave shall be designated to a specific individual. Donations and requests for shared leave will be coordinated in People Programs.

7 Family and Medical Leave Act (FMLA) of 1993: The FMLA gives eligible employees the right to take paid or unpaid leave for a period of up to 12 workweeks in any 12 months for any of the following reasons

- a to care for the employee's child after birth or placement for adoption or foster care,
- b to care for the employee's spouse, son or daughter, or parent, who has a serious health condition, or
- c for a serious health condition that makes the employee unable to perform the employee's job

Procedures are outlined in Port Policy HR-5, Leaves

8 Payment for Accrued Leave at Termination

Leave that is cashed out at termination shall be at the scheduled hourly rate of pay as recorded in the payroll system

- a Extended Illness Leave: Upon termination or retirement immediately following five complete years of active employment in a continuous period of employment with the Port of Seattle, qualified employees shall be compensated for 50% of their unused EI leave at the rate of pay at termination.
- b Paid Time Off: Upon termination, eligible employees shall receive compensation at 100% value in lieu of unused accrued PTO. Paid time off may be cashed out, used as service time after the last day worked, or taken in a combination of cash and service time. A probationary employee who terminates active employment before satisfactorily completing the probationary period shall receive no PTO pay. LEOFF I firefighters taking disability retirement may be allowed to receive a lump sum payment for unused vacation leave if unable to exhaust such paid leave prior to termination. In the event that State law changes in regard to lump sum paid leave payments for State retirement members, the Port Auditor is authorized to make such paid leave payoffs in a manner consistent with then current State law(s)

Due to the effects of accrued leave on service time and of federal laws on rights to continuation of medical insurance, terminating and retiring employees should notify the Benefits Section in People Programs as soon as possible in order to obtain the appropriate counseling

In the case of a regular employee's death, a lump sum payment for payable amounts of unused accrued leaves a and b above shall be paid to the employee's heir or estate, as appropriate.

9 Insurance Benefits Coverages listed in Sections a through f below apply to eligible employees as defined in Section IV B. For purposes of medical and dental insurance benefits as detailed in a, b, and f below, Port Commissioners may elect to be included in the definition of eligible employee or they may elect reimbursement by the Port for their medical and dental insurance premiums at a cost not to exceed that provided for Port employees. For purposes of life insurance benefits as detailed in Life insurance, Port Commissioners are included in the definition of eligible employee. For purposes of optional employee-paid accident insurance, Port Commissioners are included in the definition of eligible employee. Employees may be required to pay a portion of some insurance premiums

Employees are responsible for notifying the Port on approved enrollment forms of their eligible dependents. Any extra costs associated with a lack of notification shall be the employee's responsibility. The Port retains the right to modify insurance benefits to offer greater employer and/or employee flexibility or choice.

- a Medical Insurance for Employees or Commissioners. Probationary, eligible employees who normally maintain active employment schedules of 90 hours or more each month, as well as Port Commissioners who so elect, shall receive paid surgical, hospital, and major medical insurance coverage beginning on the first of the month following date of hire. This insurance benefit shall be provided in such amounts and in such manner as are established in contracts with insurance companies and/or agencies selected by the Port to provide such benefits. There shall be a choice of at least two medical/health insurance plans from which employees as well as Commissioners who so elect may choose.
- b Medical Insurance for Dependents. On the first of the month following date of hire, eligible employees shall receive paid surgical, hospital, and major medical insurance coverage for their eligible dependents. Port Commissioners who so elect shall receive these benefits for their dependents on the first of the month following one calendar month as a Port Commissioner.
- Dependents are defined as the employee's spouse or domestic partner and the child or children of the employee and/or the employee's spouse or domestic partner. The eligibility and other conditions of coverage are established between the Port and the insurance companies or agencies selected to provide such benefits. Coverage for dependents shall be provided by the same medical insurance plan which the employee or Commissioner has chosen. Employee costs shall be by payroll deduction.
- In no case shall the Port be responsible for more than two regular adult premiums (employee and spouse or domestic partner) for an employee's family unit. If a dependent child is treated as an adult by any Port medical insurance plan, the extra cost shall be the responsibility of the employee and paid through payroll deduction.
- c Medical Insurance Premium Reimbursement for Port Commissioners. Port Commissioners may elect reimbursement by the Port for medical insurance premiums for themselves and for eligible dependents after one full calendar month as a Commissioner. Reimbursement may be at a cost not to exceed that provided for Port employees.
- d Life Insurance. On the first of the month following date of hire, eligible employees and their eligible dependents shall receive life insurance benefits in such amounts and in such manner as are provided in contracts with insurance companies or agencies selected by the Port to provide such benefits.
- e Long-Term Disability Insurance. On the first of the month following date of hire, eligible employees shall be covered for long-term disability insurance in such amounts and in such manner as the Port has established with insurance companies or agencies providing such benefits.
- f Dental Insurance. On the first of the month following date of hire, eligible employees and their eligible dependents shall receive paid dental insurance coverage. Dependents are defined in b., above.

RESOLUTION NO 3291, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARY POSITION TITLES
 AND SALARY RANGES EFFECTIVE JANUARY 1, 1999

EXHIBIT A
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REFLECTS CHANGES SUBSEQUENT TO ADOPTION

<u>Position Title</u>	<u>Grade/ FLSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Executive Director	45 E	141,420 11,785	176,772 14,731	212,124 17,677
Managing Director, Aviation Division	40 E	108,360 9,030	135,444 11,287	162,528 13,544
Managing Director, Manne Division	40 E	108,360 9,030	135,444 11,287	162,528 13,544
Chief Administrative/Financial Officer	37 E	92,040 7,670	115,056 9,588	138,072 11,506
General Counsel	36 E	87,144 7,262	108,924 9,077	130,704 10,892
Director, Aviation Business Operations	35 E	82,440 6,870	103,044 8,587	123,648 10,304
Director, Manne Business Operations	35 E	82,440 6,870	103,044 8,587	123,648 10,304
Director, People Programs	35 E	82,440 6,870	103,044 8,587	123,648 10,304
Director, Aviation Development and Maintenance	34 E	77,976 6,498	97,464 8,122	116,952 9,746
Director, Public Affairs	34 E	77,976 6,498	97,464 8,122	116,952 9,746
Chief Technology Officer	33 E	73,704 6,142	92,136 7,678	110,568 9,214
Director, Aviation Capital Improvement Program	33 E	73,704 6,142	92,136 7,678	110,568 9,214
Director, Manne Professional and Technical Services	33 E	73,704 6,142	92,136 7,678	110,568 9,214
General Manager, Air Terminal LOB	33 E	73,704 6,142	92,136 7,678	110,568 9,214
General Manager, Airfield LOB	33 E	73,704 6,142	92,136 7,678	110,568 9,214
General Manager, Commercial Development LOB	33 E	73,704 6,142	92,136 7,678	110,568 9,214
General Manager, Container Terminals LOB	33 E	73,704 6,142	92,136 7,678	110,568 9,214
General Manager, Ground Access LOB	33 E	73,704 6,142	92,136 7,678	110,568 9,214
Director, Engineering Services	32 E	69,660 5,805	87,072 7,256	104,484 8,707
General Manager, Cargo Piers and Industrial Properties LOB	32 E	69,660 5,805	87,072 7,256	104,484 8,707
General Manager, Fishermen's Terminal and Manne Industrial Center LOB	32 E	69,660 5,805	87,072 7,256	104,484 8,707

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<u>Position Title</u>	<u>Grade/ FLSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
General Manager, Shilshole Bay Manna LOB	32 E	69,660 5,805	87,072 7,256	104,484 8,707
General Manager, Warehouse and Distribution Operations LOB	32 E	69,660 5,805	87,072 7,256	104,484 8,707
Controller and Port Auditor	31 E	65,820 5,485	82,272 6,856	98,724 8,227
Director, Aviation Marketing	31 E	65,820 5,485	82,272 6,856	98,724 8,227
Director, Economic and Trade Development	31 E	65,820 5,485	82,272 6,856	98,724 8,227
Director, Finance and Budget	31 E	65,820 5,485	82,272 6,856	98,724 8,227
Director, Intermodal	31 E	65,820 5,485	82,272 6,856	98,724 8,227
Director, Labor Relations	31 E	65,820 5,485	82,272 6,856	98,724 8,227
General Manager, Central Waterfront Piers and Properties LOB	31 E	65,820 5,485	82,272 6,856	98,724 8,227
General Manager, Port Construction Services	31 E	65,820 5,485	82,272 6,856	98,724 8,227
Aviation Administrative Projects Director	30 E	62,136 5,178	77,676 6,473	93,216 7,768
Director, Commission Services and Government Relations	30 E	62,136 5,178	77,676 6,473	93,216 7,768
General Manager, Aeronautical/Terminal	30 E	62,136 5,178	77,676 6,473	93,216 7,768
General Manager, Aviation Maintenance	30 E	62,136 5,178	77,676 6,473	93,216 7,768
General Manager, Marine Maintenance	30 E	62,136 5,178	77,676 6,473	93,216 7,768
General Manager, Marine Marketing and Customer Services	30 E	62,136 5,178	77,676 6,473	93,216 7,768
Infrastructure Systems Group Leader	30 E	62,136 5,178	77,676 6,473	93,216 7,768
Manager, Airport Parking	30 E	62,136 5,178	77,676 6,473	93,216 7,768
Manager, Health, Safety and Environmental Management	30 E	62,136 5,178	77,676 6,473	93,216 7,768
Project Management Group Leader	30 E	62,136 5,178	77,676 6,473	93,216 7,768
Project Manager 5	30 E	62,136 5,178	77,676 6,473	93,216 7,768
Regional Transportation Manager	30 E	62,136 5,178	77,676 6,473	93,216 7,768

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EXHIBIT A
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<u>Position Title</u>	<u>Grade/ FLSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Senior Port Counsel	30 E	62,136 5,178	77,676 6,473	93,216 7,768
Assistant Director, Aviation Public Affairs	29 E	58,632 4,886	73,296 6,108	87,960 7,330
Assistant Director, Government Relations Team Leader	29 E	58,632 4,886	73,296 6,108	87,960 7,330
General Manager, Economic and Trade Development	29 E	58,632 4,886	73,296 6,108	87,960 7,330
Manager, Airfield	29 E	58,632 4,886	73,296 6,108	87,960 7,330
Manager, Aviation Planning	29 E	58,632 4,886	73,296 6,108	87,960 7,330
Manager, Civil Design	29 E	58,632 4,886	73,296 6,108	87,960 7,330
Manager, Consulting Services	29 E	58,632 4,886	73,296 6,108	87,960 7,330
Manager, Container Marketing and Customer Services	29 E	58,632 4,886	73,296 6,108	87,960 7,330
Manager, Corporate Services	29 E	58,632 4,886	73,296 6,108	87,960 7,330
Manager, Human Resources	29 E	58,632 4,886	73,296 6,108	87,960 7,330
Manager, Labor Relations	29 E	58,632 4,886	73,296 6,108	87,960 7,330
Manager, Marine Planning Services	29 E	58,632 4,886	73,296 6,108	87,960 7,330
Manager, Marine Real Estate	29 E	58,632 4,886	73,296 6,108	87,960 7,330
Manager, Port Construction Services Operations	29 E	58,632 4,886	73,296 6,108	87,960 7,330
MIS Program Manager	29 E	58,632 4,886	73,296 6,108	87,960 7,330
Senior OD Consultant	29 E	58,632 4,886	73,296 6,108	87,960 7,330
Utility Business Development Manager	29 E	58,632 4,886	73,296 6,108	87,960 7,330
Assistant Director, Customer Accounting and Purchasing	28 E	55,320 4,610	69,144 5,762	82,968 6,914
Manager, Air Terminal Customer Services	28 E	55,320 4,610	69,144 5,762	82,968 6,914
Manager, Air Terminal Development	28 E	55,320 4,610	69,144 5,762	82,968 6,914
Manager, Airfield Security	28 E	55,320 4,610	69,144 5,762	82,968 6,914

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<u>Position Title</u>	<u>Grade/ ELSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Manager, Aviation Finance and Budget	28 E	55,320 4,610	69,144 5,762	82,968 6,914
Manager, Commercial Development	28 E	55,320 4,610	69,144 5,762	82,968 6,914
Manager, Construction Services	28 E	55,320 4,610	69,144 5,762	82,968 6,914
Manager, Local Government Relations	28 E	55,320 4,610	69,144 5,762	82,968 6,914
Manager, Noise Remedy	28 E	55,320 4,610	69,144 5,762	82,968 6,914
Manager, State Government Relations	28 E	55,320 4,610	69,144 5,762	82,968 6,914
Manager, Technical Services	28 E	55,320 4,610	69,144 5,762	82,968 6,914
Project Manager 4	28 E	55,320 4,610	69,144 5,762	82,968 6,914
Senior Environmental Program Manager	28 E	55,320 4,610	69,144 5,762	82,968 6,914
Structural Engineer 4	28 E	55,320 4,610	69,144 5,762	82,968 6,914
Systems Manager	28 E	55,320 4,610	69,144 5,762	82,968 6,914
Budget Manager	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Business Unit Manager	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Diversity Manager	27 E	52,140 4,345	65,172 5,431	78,204 6,517
International Marketing Director	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Manager, Air Terminal Business	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Manager, Air Terminal Services	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Manager, Airport Communications Center	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Manager, Aviation Finance	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Manager, Chill Facility	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Manager, Ground Transportation	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Manager, Marine Financial Planning and Analysis	27 E	52,140 4,345	65,172 5,431	78,204 6,517

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<u>Position Title</u>	<u>Grade/ FLSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Manager, Marine Lease Administration	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Manager, Marine Maintenance	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Manager, Market Development	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Manager, Port Construction Services Aviation Group	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Manager, Public Parking	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Manager, Warehouse Facilities	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Manager, Warehouse Finance and Administration	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Organizational Performance Analyst	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Port Counsel	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Project Manager 3	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Senior Human Resources Consultant	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Senior Manager, Strategic Planning	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Senior Network Coordinator, Airport	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Technical Services Supervisor	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Tourism Development Manager	27 E	52,140 4,345	65,172 5,431	78,204 6,517
Account Executive	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Buildings and Grounds Supervisor	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Change Management Specialist	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Construction Superintendent	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Conveyance Systems Supervisor	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Development Project Manager	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Electrical Systems Supervisor	26 E	49,116 4,093	61,392 5,116	73,668 6,139

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<u>Position Title</u>	<u>Grade/ FLSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Environmental Management Specialist 2	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Health and Safety Management Specialist	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Labor Relations Representative	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Maintenance Support Supervisor	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Manager, Business Development	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Manager, Employee Parking	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Manager, Purchasing	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Marine Operations Manager	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Marketing Project Manager	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Mechanical Systems Supervisor	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Media Officer	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Project Manager 2	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Public Affairs Officer	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Resident Engineer	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Senior Acquisition Specialist	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Senior Airport Supervisor	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Senior Engineer	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Senior Estimator	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Senior Planner	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Senior Technical Specialist - Civil	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Senior Technical Specialist - Electrical	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Senior Technical Specialist - Electronic Software	26 E	49,116 4,093	61,392 5,116	73,668 6,139

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 AND SALARY RANGES EFFECTIVE JANUARY 1, 1999

<u>Position Title</u>	<u>Grade/ FLSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Senior Technical Specialist - Mechanical	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Special Assistant to the Executive Director	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Superintendent, Cargo Equipment Maintenance	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Technical Support Supervisor	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Trade Development Manager	26 E	49,116 4,093	61,392 5,116	73,668 6,139
Assistant Manager, Chill Facility	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Audio/Visual Services Manager	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Database Administrator	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Engineer, Erosion Control and Storm Water	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Manager, Aviation Customer Services	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Manager, Central Waterfront Operations	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Manager, Customer Accounting	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Manager, Customer Services	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Manager, Disbursements	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Manager, Marine Customer Services	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Manager, Warehouse Operations	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Marine Marketing and Customer Services Representative	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Port Construction Services Construction Manager 2	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Senior Financial Analyst	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Senior Market Analyst	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Senior MIS Consultant	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Senior Property Manager	25 E	46,224 3,852	57,780 4,815	69,336 5,778

RESOLUTION NO 3291, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARY POSITION TITLES
 AND SALARY RANGES EFFECTIVE JANUARY 1, 1999

<u>Position Title</u>	<u>Grade/ FLSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Senior Representative, Business and Economic Development	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Systems Administrator	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Systems Project Leader	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Total Compensation Program Manager	25 E	46,224 3,852	57,780 4,815	69,336 5,778
Air Terminal Supervisor	24 E	43,488 3,624	54,360 4,530	65,232 5,436
Airfield Supervisor	24 E	43,488 3,624	54,360 4,530	65,232 5,436
Airport Communications Center Training Supervisor	24 E	43,488 3,624	54,360 4,530	65,232 5,436
Associate Engineer	24 E	43,488 3,624	54,360 4,530	65,232 5,436
Biologist	24 E	43,488 3,624	54,360 4,530	65,232 5,436
Executive Administrator, Office of the Chief of Police	24 E	43,488 3,624	54,360 4,530	65,232 5,436
Human Resources Consultant	24 E	43,488 3,624	54,360 4,530	65,232 5,436
Manager, Surveying	24 E	43,488 3,624	54,360 4,530	65,232 5,436
Marina Asset Manager	24 E	43,488 3,624	54,360 4,530	65,232 5,436
Marina Operations Manager	24 E	43,488 3,624	54,360 4,530	65,232 5,436
Project Manager 1	24 E	43,488 3,624	54,360 4,530	65,232 5,436
Senior Systems Analyst	24 E	43,488 3,624	54,360 4,530	65,232 5,436
Water System Manager	24 E	43,488 3,624	54,360 4,530	65,232 5,436
Worker's Compensation Program Manager	24 E	43,488 3,624	54,360 4,530	65,232 5,436
Assistant Manager, Landside Operations	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Claims Manager	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Communications Project Manager	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Community Program Manager, Noise Abatement	23 E	40,860 3,405	51,072 4,256	61,284 5,107

RESOLUTION NO. 3291, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARY POSITION TITLES
 AND SALARY RANGES EFFECTIVE JANUARY 1, 1999

<u>Position Title</u>	<u>Grade/ FLSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Community Project Manager	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Customer Account Manager	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Environmental Management Specialist 1	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Facility Supervisor	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Financial Analyst	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Lead Microcomputer Specialist	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Marine Administrative Services Supervisor	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Parking Program Development Manager	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Planner	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Port Construction Services Construction Manager 1	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Print Shop Supervisor	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Property Manager	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Public Affairs Specialist	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Senior Accountant	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Senior Contracts Administrator	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Senior Maintenance Contracts Administrator	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Senior Network and Systems Analyst	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Systems Analyst	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Telecommunications Engineer	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Transportation Engineer	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Voice Communications Administrator	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Warehouse Finance and Administrative Supervisor	23 E	40,860 3,405	51,072 4,256	61,284 5,107

RESOLUTION NO 3291, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARY POSITION TITLES
 AND SALARY RANGES EFFECTIVE JANUARY 1, 1999

<u>Position Title</u>	<u>Grade/ FLSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Warehouse Supervisor	23 E	40,860 3,405	51,072 4,256	61,284 5,107
Assistant Engineer	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Auditor	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Business Analyst, Airfield	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Chili Operations Supervisor	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Compensation Analyst	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Contract Compliance Manager	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Industrial Hygienist	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Maintenance Management Systems Analyst	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Maintenance Services Supervisor	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Market Analyst	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Microcomputer Specialist	22 E	38,376 3,198	47,976 3,998	57,576 4,798
MIS Consultant	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Network and Systems Analyst	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Operations Supervisor	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Risk Manager	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Senior Human Resources Representative	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Senior Programmer Analyst	22 E	38,376 3,198	47,976 3,998	57,576 4,798
Assistant Business and Terminal Development Manager	21 E	38,000 3,000	45,000 3,750	54,000 4,500
Assistant to the Executive Director	21 E	38,000 3,000	45,000 3,750	54,000 4,500
Aviation Services Supervisor	21 E	38,000 3,000	45,000 3,750	54,000 4,500
Claims Representative	21 E	38,000 3,000	45,000 3,750	54,000 4,500

RESOLUTION NO 3291, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARY POSITION TITLES
 AND SALARY RANGES EFFECTIVE JANUARY 1, 1999

EXHIBIT A
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<u>Position Title</u>	<u>Grade/ FLSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Engineering Services Supervisor	21 E	36,000 3,000	45,000 3,750	54,000 4,500
Internal Communications Specialist	21 E	36,000 3,000	45,000 3,750	54,000 4,500
Maintenance Contracts Administrator	21 E	36,000 3,000	45,000 3,750	54,000 4,500
Manager, Signing and Graphics	21 E	36,000 3,000	45,000 3,750	54,000 4,500
Marine Maintenance Shift Supervisor	21 E	36,000 3,000	45,000 3,750	54,000 4,500
Marketing Support Specialist	21 E	36,000 3,000	45,000 3,750	54,000 4,500
Programmer Analyst 3	21 E	36,000 3,000	45,000 3,750	54,000 4,500
Senior Administrator, Maintenance Supply	21 E	36,000 3,000	45,000 3,750	54,000 4,500
Senior Buyer	21 E	36,000 3,000	45,000 3,750	54,000 4,500
Senior Office Systems Analyst	21 E	36,000 3,000	45,000 3,750	54,000 4,500
Tax Accountant	21 E	36,000 3,000	45,000 3,750	54,000 4,500
Worker's Compensation Claims Representative	21 E	36,000 3,000	45,000 3,750	54,000 4,500
Acquisition Specialist	20 E	34,416 2,868	43,020 3,585	51,624 4,302
Administrative Supervisor	20 E	34,416 2,868	43,020 3,585	51,624 4,302
Assistant Project Manager	20 E	34,416 2,868	43,020 3,585	51,624 4,302
Associate Financial Analyst	20 E	34,416 2,868	43,020 3,585	51,624 4,302
Associate Planner	20 E	34,416 2,868	43,020 3,585	51,624 4,302
Associate Property Manager	20 E	34,416 2,868	43,020 3,585	51,624 4,302
Cargo Information Supervisor	20 E	34,416 2,868	43,020 3,585	51,624 4,302
Commission Office Administrator	20 E	34,416 2,868	43,020 3,585	51,624 4,302
Commission Records Supervisor	20 E	34,416 2,868	43,020 3,585	51,624 4,302
Contracts Administrator	20 E	34,416 2,868	43,020 3,585	51,624 4,302

RESOLUTION NO 3291, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARY POSITION TITLES
 AND SALARY RANGES EFFECTIVE JANUARY 1, 1999

<u>Position Title</u>	<u>Grade/ FLSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Economic and Trade Development Project Specialist	20 E	34,416 2,868	43,020 3,585	51,624 4,302
Junior Engineer	20 E	34,416 2,868	43,020 3,585	51,624 4,302
Manna Maintenance Supervisor	20 E	34,416 2,868	43,020 3,585	51,624 4,302
Marine Industrial Center Supervisor	20 E	34,416 2,868	43,020 3,585	51,624 4,302
Senior Construction Inspector	20 NE	34,416 2,868	43,020 3,585	51,624 4,302
Staff Accountant	20 E	34,416 2,868	43,020 3,585	51,624 4,302
Survey Party Chief	20 NE	34,416 2,868	43,020 3,585	51,624 4,302
Technical Support Specialist 3	20 NE	34,416 2,868	43,020 3,585	51,624 4,302
Foreign Trade Zone Supervisor	19 E	32,940 2,745	41,172 3,431	49,404 4,117
Homeowner Relations Administrator	19 E	32,940 2,745	41,172 3,431	49,404 4,117
Homeowner Relations Sales Administrator	19 E	32,940 2,745	41,172 3,431	49,404 4,117
Human Resources Representative	19 E	32,940 2,745	41,172 3,431	49,404 4,117
Legal Administrator	19 E	32,940 2,745	41,172 3,431	49,404 4,117
Operations Coordinator	19 E	32,940 2,745	41,172 3,431	49,404 4,117
Organizational Effectiveness Program Administrator	19 E	32,940 2,745	41,172 3,431	49,404 4,117
Senior Contract Compliance Specialist	19 E	32,940 2,745	41,172 3,431	49,404 4,117
Senior Survey Technician	19 NE	32,940 2,745	41,172 3,431	49,404 4,117
Administrative Assistant	18 E	31,512 2,626	39,396 3,283	47,280 3,940
Buyer	18 E	31,512 2,626	39,396 3,283	47,280 3,940
Concessions Performance Auditor	18 E	31,512 2,626	39,396 3,283	47,280 3,940
Contract Compliance Specialist	18 E	31,512 2,626	39,396 3,283	47,280 3,940
Credit Specialist	18 E	31,512 2,626	39,396 3,283	47,280 3,940

RESOLUTION NO 3291, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARY POSITION TITLES
 AND SALARY RANGES EFFECTIVE JANUARY 1, 1999

<u>Position Title</u>	<u>Grade/ FLSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Insulation Contracts Expediter	18 E	31,512 2,626	39,396 3,283	47,280 3,940
Manne Services Administrator	18 E	31,512 2,626	39,396 3,283	47,280 3,940
Payroll Accountant	18 E	31,512 2,626	39,396 3,283	47,280 3,940
Port Construction Services Administrator	18 E	31,512 2,626	39,396 3,283	47,280 3,940
Program Development Administrator	18 E	31,512 2,626	39,396 3,283	47,280 3,940
Public Records Specialist	18 E	31,512 2,626	39,396 3,283	47,280 3,940
Senior Administrator, Staff Support	18 E	31,512 2,626	39,396 3,283	47,280 3,940
Senior Drafter	18 NE	31,512 2,626	39,396 3,283	47,280 3,940
Utilities Administrator	18 NE	31,512 2,626	39,396 3,283	47,280 3,940
World Trade Center Administrator	18 E	31,512 2,626	39,396 3,283	47,280 3,940
Accounting Technician	17 NE	30,180 2,515	37,728 3,144	45,276 3,773
Assistant Microcomputer Specialist	17 NE	30,180 2,515	37,728 3,144	45,276 3,773
Construction Inspector	17 NE	30,180 2,515	37,728 3,144	45,276 3,773
Grant Accounting Technician	17 NE	30,180 2,515	37,728 3,144	45,276 3,773
Sound Mitigation Representative	17 NE	30,180 2,515	37,728 3,144	45,276 3,773
Technical Support Specialist 2	17 NE	30,180 2,515	37,728 3,144	45,276 3,773
Assistant Credit Specialist	16 NE	28,908 2,409	36,132 3,011	43,356 3,613
Business Specialist, Airfield	16 NE	28,908 2,409	36,132 3,011	43,356 3,613
Commission Records Specialist	16 NE	28,908 2,409	36,132 3,011	43,356 3,613
Signage and Graphics Technician	16 NE	28,908 2,409	36,132 3,011	43,356 3,613
Survey Instrument Technician	16 NE	28,908 2,409	36,132 3,011	43,356 3,613
Harbor Specialist 3	15 NE	27,672 2,308	34,596 2,883	41,520 3,460

RESOLUTION NO 3291, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARY POSITION TITLES
 AND SALARY RANGES EFFECTIVE JANUARY 1, 1999

<u>Position Title</u>	<u>Grade/ FLSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Legal Assistant	15 NE	27,672 2,306	34,596 2,883	41,520 3,460
Marine Administrative Specialist	15 NE	27,672 2,306	34,596 2,883	41,520 3,460
Marine Operations Specialist	15 NE	27,672 2,306	34,596 2,883	41,520 3,460
Noise Abatement Assistant	15 NE	27,672 2,306	34,596 2,883	41,520 3,460
Noise Remedy Specialist	15 NE	27,672 2,306	34,596 2,883	41,520 3,460
Public Affairs Administrative Specialist	15 NE	27,672 2,306	34,596 2,883	41,520 3,460
Staff Assistant 5	15 NE	27,672 2,306	34,596 2,883	41,520 3,460
Assistant Construction Inspector	14 NE	26,508 2,209	33,132 2,761	39,756 3,313
Construction Specialist	14 NE	26,508 2,209	33,132 2,761	39,756 3,313
Contract Document Specialist	14 NE	26,508 2,209	33,132 2,761	39,756 3,313
Lease Accounts Specialist	14 NE	26,508 2,209	33,132 2,761	39,756 3,313
Marine Maintenance Specialist	14 NE	26,508 2,209	33,132 2,761	39,756 3,313
Payroll Specialist	14 NE	26,508 2,209	33,132 2,761	39,756 3,313
Senior Administrator, Payroll/Maximo	14 NE	26,508 2,209	33,132 2,761	39,756 3,313
Senior Material Requirements Clerk	14 NE	26,508 2,209	33,132 2,761	39,756 3,313
Voice Communications Assistant	14 NE	26,508 2,209	33,132 2,761	39,756 3,313
Work-In-Progress Specialist	14 NE	26,508 2,209	33,132 2,761	39,756 3,313
Accounts Receivable Specialist	13 NE	25,416 2,118	31,776 2,648	38,136 3,178
Conference Services Coordinator	13 NE	25,416 2,118	31,776 2,648	38,136 3,178
Harbor Specialist 2	13 NE	25,416 2,118	31,776 2,648	38,136 3,178
Offset Duplicator Operator	13 NE	25,416 2,118	31,776 2,648	38,136 3,178
Revenue Specialist	13 NE	25,416 2,118	31,776 2,648	38,136 3,178

RESOLUTION NO 3291, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARY POSITION TITLES
 AND SALARY RANGES EFFECTIVE JANUARY 1, 1999

<u>Position Title</u>	<u>Grade/ FLSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Staff Assistant 4	13 NE	25,416 2,118	31,776 2,648	38,136 3,178
Technical Support Specialist 1	13 NE	25,416 2,118	31,776 2,648	38,136 3,178
Aviation Maintenance Payroll Specialist	12 NE	24,360 2,030	30,456 2,538	36,552 3,046
Contract Compliance Technician	12 NE	24,360 2,030	30,456 2,538	36,552 3,046
Drafter 2	12 NE	24,360 2,030	30,456 2,538	36,552 3,046
Head Chainer	12 NE	24,360 2,030	30,456 2,538	36,552 3,046
Maintenance Clerk	12 NE	24,360 2,030	30,456 2,538	36,552 3,046
Material Requirements Clerk	12 NE	24,360 2,030	30,456 2,538	36,552 3,046
Noise Remedy Assistant	12 NE	24,360 2,030	30,456 2,538	36,552 3,046
Y2K Project Website Specialist	12 NE	24,360 2,030	30,456 2,538	36,552 3,046
Computer Operator	11 NE	23,352 1,946	29,184 2,432	35,016 2,918
Corporate Receptionist	11 NE	23,352 1,946	29,184 2,432	35,016 2,918
Engineering Reproduction Technician	11 NE	23,352 1,946	29,184 2,432	35,016 2,918
Harbor Specialist 1	11 NE	23,352 1,946	29,184 2,432	35,016 2,918
Print Shop Expediter	11 NE	23,352 1,946	29,184 2,432	35,016 2,918
Staff Assistant 3	11 NE	23,352 1,946	29,184 2,432	35,016 2,918
Voice/Data Records Specialist	11 NE	23,352 1,946	29,184 2,432	35,016 2,918
Facility Specialist	10 NE	22,392 1,866	27,996 2,333	33,600 2,800
Senior Buyer Assistant	10 NE	22,392 1,866	27,996 2,333	33,600 2,800
Senior Voice Communications Operator	10 NE	22,392 1,866	27,996 2,333	33,600 2,800
Print Shop Processor	09 NE	21,460 1,790	26,844 2,237	32,208 2,684
Staff Assistant 2	09 NE	21,460 1,790	26,844 2,237	32,208 2,684

RESOLUTION NO 3291, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARY POSITION TITLES
 AND SALARY RANGES EFFECTIVE JANUARY 1, 1999

<u>Position Title</u>	<u>Grade/ FLSA</u>	<u>Base Salary Range</u>		
		<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Special Services Assistant	08 NE	20,616 1,718	25,776 2,148	30,936 2,578
Special Transportation Services Assistant	08 NE	20,616 1,718	25,776 2,148	30,936 2,578
Ground Access Starter	06 NE	19,008 1,584	23,760 1,980	28,512 2,376
Messenger	06 NE	19,008 1,584	23,760 1,980	28,512 2,376
Shipping and Receiving Clerk	06 NE	19,008 1,584	23,760 1,980	28,512 2,376
Staff Assistant 1	06 NE	19,008 1,584	23,760 1,980	28,512 2,376
Tour Group Coordinator	06 NE	19,008 1,584	23,760 1,980	28,512 2,376
Office/Maintenance Clerk T1	03 NE	16,872 1,406	21,096 1,758	25,320 2,110

Nongraded Exempt Positions

- Chief of Police
- Deputy Chief of Police
- Fire Chief
- Assistant Fire Chief

Nongraded Nonexempt Positions

- Graduate Intern
- Student Intern
- Student Helper

Nongraded Japan Office Positions

- Director, Asia
- Administrative Assistant, Asia

Salaries not to exceed
 40,000,000 yen per annum

Port Commissioners may elect to enroll themselves and their eligible dependents in the Port's group dental plan on a one time only basis after one calendar month as a Port Commissioner and shall remain on the group dental plan until the Commissioner no longer acts as a Port Commissioner. The eligibility and other conditions of coverage are established with the insurance company or agency selected by the Port to provide such benefits.

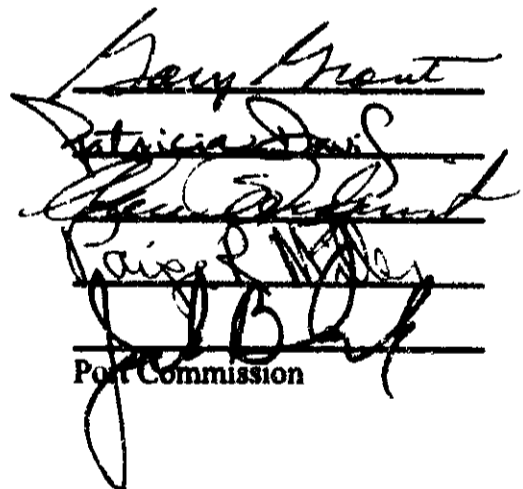
- g Dental Insurance Premium Reimbursement for Port Commissioners. Port Commissioners may elect reimbursement by the Port for their dental insurance premiums and for the premiums of their eligible dependents after one full calendar month as a Commissioner. Reimbursement must not exceed the cost of Port employee premiums

VIII. EFFECTIVE DATE

THIS RESOLUTION shall be effective December 20, 1998 through December 31, 1999. Successive Resolutions will be based on the calendar year instead of the payroll year. The Executive Director is authorized to take necessary action to make all terms, provisions, and conditions contained herein effective as of December 20, 1998

BE IT FURTHER RESOLVED that all prior resolutions dealing with these subject matters, including but not limited to Resolution No. 3261, As Amended, be and the same are hereby repealed.

ADOPTED by the Port Commission of the Port of Seattle this 8th day of December, 1998, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the seal of the Commission.



Port Commission